



COUNTY OF LOS ANGELES  
OFFICE OF THE COUNTY COUNSEL

648 KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET  
LOS ANGELES, CALIFORNIA 90012-2713

RAYMOND G. FORTNER, JR.  
County Counsel

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TELEPHONE  
(213) 974-1801  
FACSIMILE  
(213) 626-7446  
TDD  
(213) 633-0901

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF ORDINANCE AMENDING TITLE 7 - BUSINESS LICENSES,  
OF THE LOS ANGELES COUNTY CODE  
ALL SUPERVISORIAL DISTRICTS  
(3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve the attached ordinance amending Title 7 - Business Licenses of the Los Angeles County Code to replace the Business License Appeals Board with a hearing officer, who shall be the Chief Administrative Officer or his designee.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the attached ordinance will replace the multi-member Business License Appeals Board ("Appeals Board") with a single hearing officer, who shall be the Chief Administrative Officer or his designee ("Chief Administrative Officer"). This will replace a process that has proven to be cumbersome with a more expeditious and streamlined one.

**Implementation of Strategic Plan Goals**

Approval of this recommendation will assist in implementing the Countywide Strategic Plan goals of Service Excellence, Workforce Excellence, Organizational Effectiveness, and Community Services.

### **FISCAL IMPACT/FINANCING**

There should be no negative financial impact as a result of the Board's approval of the recommended action. Any costs associated with having appeals considered by the Chief Administrative Officer will be more than offset by the avoidance of the costs currently incurred when three County employees are required to review and consider appeals.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Appeals Board and its membership were established in 1951. By ordinance, it is a three-member panel which includes a representative from the Probation Department, the County Counsel's office and the Chief Deputy of the Supervisorial District in which the business at issue is located.

The Appeals Board is responsible for hearing appeals of decisions of the Business License Commission regarding the granting, denial or revocation of a business license. It also hears appeals concerning licensing decisions of the Director of the Department of Health Services concerning ambulance operators.

The amendment is intended to accomplish two goals. First, after 50 years, it is appropriate to reconsider the Appeals Board's membership. Specifically, the inclusion of a representative from the Probation Department appears to be outdated. Further, we believe that it is more appropriate that our office's involvement be limited to providing legal advice to the hearing body and the impacted departments, rather than serving as a decision-maker. Second, as a multi-member panel, the Appeals Board is required to conduct its meetings and deliberations in public. This has proven to be cumbersome and time consuming.

Thus, so as to allow for a more expeditious and streamlined process, this ordinance would amend the County Code so that the Appeals Board would be converted from a multi-member panel to a single hearing officer, who shall be the Chief Administrative Officer or his designee.

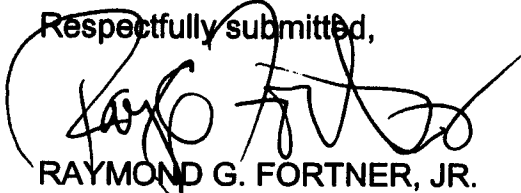
### **IMPACT ON CURRENT SERVICES**

Approval of the recommendation will improve the efficiency of the process for review and consideration of appeals related to business licenses and ambulance operator licenses.

**CONCLUSION**

It is requested that the Executive Office-Clerk of the Board notify the Chief Probation Officer, the Business License Commission and the Director of the Department of Health Services of the Board's action in this matter.

Respectfully submitted,



RAYMOND G. FORTNER, JR.  
County Counsel

RGF:rfm

**Attachments**

c: David E. Janssen  
Chief Administrative Officer

Violet Varona-Lukens, Executive Officer  
Board of Supervisors

Paul Higa  
Chief Probation Officer